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29 SEP 1967

MEMORANDUM FOR: Deputy Director for Support**ATTENTION : Special Planning Assistant to the DD/S****SUBJECT : Changes in the Critical Key Employee List for
Official Home-Area-to-Work Transportation
During Snow Emergencies****REFERENCES : (a) Memo dtd 10 Oct 66 to DD/S fm D/L, subject:
Designation of Critical Key Employees for
Official Home-to-Work Transportation During
Snow Emergencies****(b) Official Routing Slip dtd 28 Nov 66 to D/L fm
SPA-DD/S with attached list of Critical Key
Employees**

1. This memorandum suggests action on the part of the Deputy Director for Support; this action is contained in paragraph 2.

2. Reference (a) requested a listing of designated critical key officials and employees in your Directorate who should be furnished official home-area-to-work transportation during snow emergencies when private and public transportation is at a standstill. Reference (b) provided the requested information. In order that the lists of names and addresses attached to Reference (b) may be brought up to date, it is recommended that personnel changes desired by your Directorate be forwarded to this Office for inclusion in updating the overall Snow Emergency Plan. Any change in the official designated to act as single point-of-contact on problems concerning implementation of the emergency plan also would be appreciated.

3. I have forwarded similar memoranda to the designated single point-of-contact in the Offices of the Executive Director-Comptroller and the Deputy Directors for Intelligence, Plans, and Science and Technology. When all replies are received, we will develop changes in the previously published emergency

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pickup points, times, and routes as required, and you will be advised accordingly. Due to equipment and manpower limitations, emergency transportation can only be provided for a small cadre force when private and public transportation is at a standstill.

Signed: [redacted]

for George E. Meloon
Director of Logistics

Distribution:

Orig. & 1 - Addressee
① - OL/PS (Official)
1 - OL/LSD
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OL/PS/TPB [redacted] (12 Sept 67)
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